

# 5 STEPS TO BECOMING A FOREIGN SERVICE OFFICER

## STEP 1: APPLY FOR THE FOREIGN SERVICE OFFICER TEST (FSOT)

- Choose a Career Track
- Complete Personal Narratives
- Submit FSO Application online
- Take the FSOT

Applications to the Foreign Service are reviewed by a Qualifications Evaluation Panel (QEP), using a total candidate approach to score each candidate based on educational and work background, responses to personal narrative questions, and the FSOT score. The best-qualified candidates are invited to the next step: the Foreign Service Officer Assessment (FSOA).

Apply to Become a Foreign Service Officer



CONSULAR



ECONOMIC



MANAGEMENT

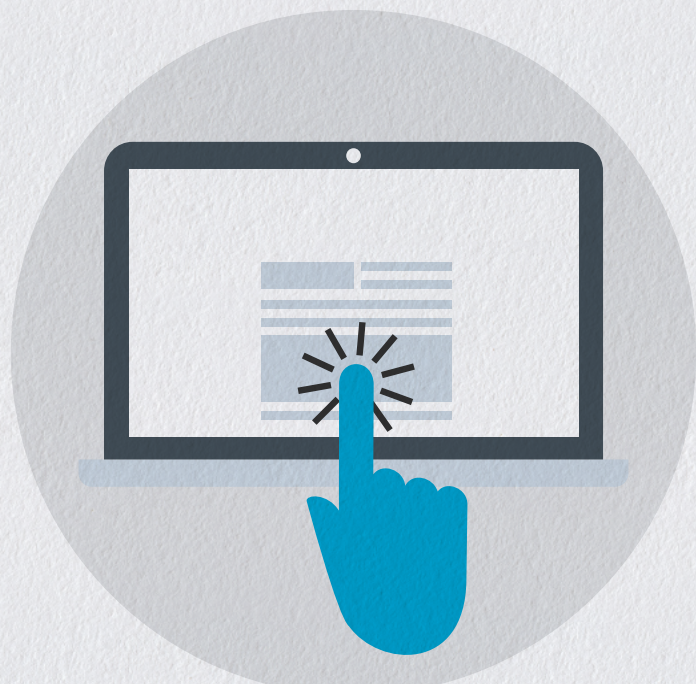


POLITICAL



PUBLIC DIPLOMACY

## STEP 2: THE FOREIGN SERVICE OFFICER ASSESSMENT (FSOA)



The FSOA is offered in Washington, D.C. and will soon be offered virtually from anywhere in the U.S. and many overseas locations. The FSOA includes three components:

- Case Management Exercise
- Group Exercise
- Structured Interview

Candidates who receive a passing score in the FSOA are given a conditional offer of employment from the Department of State and move to the next step.

## STEP 3: FINAL REVIEWS ?

To qualify for a final offer of employment, each candidate must:

- Meet the minimum medical qualifications following a medical review.
- Receive a Top Secret security clearance following a background investigation.
- Receive a positive evaluation from a suitability review panel.

Candidates who meet all three eligibility requirements above are placed on the Register – the next step.



## STEP 4: THE REGISTER ?



The Register is a rank-ordered list of successful candidates, sorted by career track. Ranking on the register is based on your score on the FSOA compared to other candidates in your selected career track. You can get additional credit for:

- Language ability in certain languages
- Veteran's preference status

Learn more about Foreign Service Registers

## STEP 5: FINAL OFFER

Foreign Service candidates are hired in cohorts and orientation classes are usually held four times a year. The Department sends invitations to join an orientation class and receive a final offer of employment based on the ranked registers and hiring needs of the service. The higher your ranking, the more likely and the more quickly you will receive an invitation to join the Foreign Service.

What happens after you accept a final offer?



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